

CITY MANAGER REPORT

FOR CITY COMMISSION MEETING OCTOBER 26, 2015

1. Speaking Engagements

Thursday, October 8

- PCPD Community Meeting with Police Chief and Code Enforcement – Neighborhood Issues

Tuesday, October 13

- Chamber Leadership Class with City Commissioners
- Plant City Kiwanis Club – Economic Development and Residential Projects

2. County Line Road Utility Extension Project Update

Construction is approximately 50% complete. Progress is on pace for a final completion date of January 2016 or sooner.

3. South Frontage Road Utility Extension Project

As authorized by the City Commission in Resolution No. 221-2014, I have approved Addendum #2 to the Design-Build contract with E.T. Mackenzie of Florida, Inc. agreeing to the Guaranteed Maximum Price (GMP) providing for the construction of Phase II of the utility extension project on South Frontage Road. The second phase will complete construction on the project. The GMP for this phase is \$4,171,950.86; the total project is within budget. The Final Completion Date is July 17, 2016.

4. Midtown Stormwater Master Plan Westside Canal Improvements

The City has authorized Kamminga & Roodvoets, Inc. to commence construction of the Midtown Stormwater Master Plan Westside Canal Improvements project. The project is expected to be completed within 4 months. Construction will begin in November 2015 until March 2016. Our construction will be mainly confined to Hunter Street between West Ball Street and West Warren Street. The project consists of the construction of the 1,113 linear feet of stormwater pipe and expansion of an existing stormwater pond to improvement water quality. This project is jointly funded by Florida Department of Environmental Protection Grant and a United States Department of Housing and Urban Development/Community Development Block Grant.

5. Solid Waste Director

Jill Sessions began as our new Solid Waste Director on October 26. She will be earning an annual salary of \$85,000 in addition to a weekly car allowance of \$45 (\$2,340 annually) and annual sick and vacation leave per City policy.

Jill comes to Plant City having served for the last 5 years as the City of Tampa Solid Waste & Environmental Program Manager of Audits & Contracts. Her experience included writing bid specifications for products and services; developing and monitoring budgets for several division and contracts; initiating and conducting internal audits of processes and inventory; serving as the lead for initiatives for the implementation of franchise agreements, GPS/RFID technology and new utility billing system; and formerly managed their Fleet & Facilities Division.

In addition, her Tampa accomplishments included directing implementation of GPS/RFID route optimization and work order management technology, determining best practices for new Operations and Centralized Dispatch system and functionality; formed and led an employee committee to discuss RouteMatch system; completed an audit report and update for Waste Management's commercial collection agreement, recovered \$1.2 million and implemented a new invoice process; oversaw the successful transition of the commercial collection agreement from Waste Management to Republic Services with minimal customer complaints; drafted bid documents for CNG temporary filling station and oversaw project implementation; and implemented a cross-training program for Solid Waste and Code Enforcement employees.

Jill earned a Bachelor of Science degree in Economics from the University of South Florida and a Master of Business Administration in Economics from the University of Tampa. She was a member of the Tampa Mayor's Economic Competitiveness and Enterprise Content Management Committees. Jill also recently received the Solid Waste Association of North America (SWANA) comprehensive certification in Integrated Solid Waste Management Systems which includes courses in collection, recycling, disposal, budgeting, safety, personnel management, etc.

6. Employee Recognition

Michael Cerpa and Luis Rivera Oquendo, Utilities Maintenance Division – completed Safety Training Instruction Class for Fork Lift Operators.

7. Monthly Report on Purchases

Local Area Purchases

| | |
|--------------------------------------|---------------|
| Invoices Charged in September, 2015 | <u>Number</u> |
| \$ 56,427 | 176 |
| Year-to-Date (10/01/14 thru 9/30/15) | |
| \$ 1,152,201 | 1,648 |

Out of Local Area Purchases

| | |
|--------------------------------------|---------------|
| Invoices Charged in September, 2015 | <u>Number</u> |
| \$ 602,775 | 388 |
| Year-to-Date (10/01/14 thru 9/30/15) | |
| \$ 4,104,109 | 2,857 |

8. Departmental Monthly Reports – September

| | | |
|---------------------------|-------------|-------------|
| <i>Police</i> | <u>2015</u> | <u>2014</u> |
| Docket Charges | 755 | 806 |
| Complaints Investigated | 7,480 | 6,549 |
| Accidents Investigated | 124 | 87 |
| Miles Patrolled | 59,708 | 55,415 |
| <i>Fire Rescue</i> | <u>2015</u> | <u>2014</u> |
| Total Calls | 358 | 370 |
| Structure Fires | 3 | 2 |
| Total Fires | 12 | 9 |
| Fire Loss | \$11,525 | \$46,475 |
| Rescue & EMS Incidents | 284 | 370 |
| EMS Transports | 223 | 237 |
| | ALS - 159 | 139 |
| | BLS - 64 | 98 |

General Services

| | |
|---|-----|
| Building Repairs | 129 |
| Furniture Manufactured/Repaired | 2 |
| Locksmithing – Key Cuts | 44 |
| Locksmithing – Lock Repairs and Installations | 8 |
| Fuel Keys made for Fuel Master | 12 |
| Maintenance Call Outs (After Hours) | 3 |
| New Construction/Renovation | 2 |
| Welding Fabrication | 49 |
| Total Services | 249 |
| Preventative Maintenance | 69 |

Library

Information Service

Reference Services 7,484
Internet/PC Users 4,853

Library Programs

Programs 44
Attending 827

Circulation

September 2015 25,754
September 2014 31,957

Meeting Room Use

Groups 9
Audience 88

Patron Registration

September 2015 276

Library Attendance 18,586



Robert W. Willaford Railroad Museum Society, Inc.

Quarterly Report October 15, 2015 City of Plant City

1. Listing of current Board of Directors
2. Outlook for 2016
3. RailFest 2016 tentative plans and schedule
4. Museum Signage and Advertising
5. Comments from "Trip Advisor" for 2015
6. Listing of Cities from our Visitor's
7. Attendance sheets for July, August and September
8. Financials for July, August and September
9. Minutes of meetings, July, August and September
10. Visit Tampa Bay application
11. Florida Depart of Agriculture, Charitable Organizations
12. Certificate of Liability Insurance



Robert W. Willaford Railroad Museum Society, Inc.

Current Officers

T. Eric Barber, President
Marsha Passmore, Vice-president
Susan Gales, Treasurer
Gail Lyons, Secretary

Current Board Members

T. Eric Barber
Marsha Passmore
Susan Gales
Gail Lyons
Pat Pogue
Jim Scott
Robert W. Willaford (Advisory Member)
Felice Willaford (Advisory Member)
Robert Woods
Leo Watson

Current Executive Director

Benito (Bennie) Lubrano, Jr.

Current Museum Volunteer Members

Jerry Call, Senior Volunteer Member

102 North Palmer Street, Plant City, Florida 33563
(813) 719-6989
email- info.RailroadMuseum@gmail.com



Robert W. Willaford Railroad Museum Society, Inc.

Outlook for 2016

1. RWWRRMuseum continuing to develop it's web site, www.willafordrailroadmuseum.com, expanding it's presence through social media, Facebook, Twitter and other digital media outlets.
2. Participation with "Visit Tampa Bay", partnership application completed, digital media exposure within our Tampa Bay Region
3. Submitting application with The State Of Florida, Department of Agriculture and Consumer Affairs, for charitable organizations.
4. Second annual "Santa and the Red Caboose" event Friday December 11th, collection of unwrapped toys for donation to the PCPD toy drive, and pictures with Santa.
5. Participation in community events, Plant City Christmas Parade, Children's and Grand Parades for the Strawberry Festival.
6. Promotional display for the Strawberry Festival, 2016 promoting the Museum
7. Through a private donor, debut of the "RWWRR" train, a miniature steam engine, with coal car and caboose for use in parades and special events at Museum, including RailFest in 2016. (The train will be ready for 2015 Christmas Parade).
8. Bringing aboard, 4 to 5 new board members, from our community, to broaden our reach into the community.
9. Broaden our reach to neighboring communities, promoting tours of the Museum.
10. Continuing support of the Downtown Merchants, Chamber of Commerce, Empty Bowls, Garden Club of Plant City, Good Cookies 5k, and other organizations holding events at the Museum/Depot.



Robert W. Willaford Railroad Museum Society, Inc.

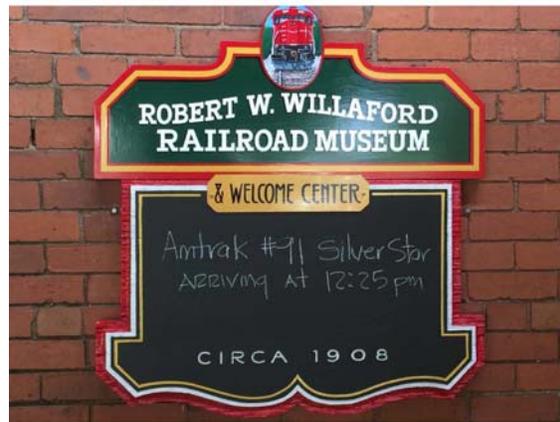
Preliminary RailFest April, 2016 Program

1. Tentative program, one month prior to event
“Name the Red Caboose” prior to scheduled event, kids can submit entry with their suggestion for naming the caboose, prizes T.B.D.
2. Tentative dates are April 8th, Friday and 9th, Saturday, 2016
3. Schedule during week, “arresting and holding for bail” individuals who must bail out of “caboose” by calling friends to pledge bail, \$100.00 each friend for those incarcerated. (fundraising).
2. Evening, April 8th with Mr. Willaford, presale tickets, limited seating, railroad history, life and times working for the railroad, history of equipment donated museum. (fundraising).
3. Along with an evening with Mr. Willaford, light refreshments and music, railroad themed music.
6. Saturday program to include games, goodie bags for kids, Operation Lifesaver material, train rides for kiddies, 2nd Annual Golden Spike Award, food and refreshments, bounce houses, railroad themed music, new release presentation of video, about Mr. Willaford, DVD for sale at event.
7. Monies raised from event to help fund new displays and cabinetry in existing Myers Room (back room), and future expansion into “Tower Building.”



Robert W. Willaford Railroad Museum Society, Inc.

Museum Signage, 2015



Advertising

Our advertising program will begin in the January 2016 issue of Trains Magazine, a national publication with subscribers in the U.S., Canada, Europe and the Caribbean Islands.

FLORIDA Plant City
ROBERT W. WILLAFORD RAILROAD MUSEUM
102 N. Palmer St.



Located at the "diamond" of the
"A" line and "S" line for CSX Railroad

In the Historic 1909 Union Station Depot. Visit our fully restored 1963 Seaboard Caboose and 1942 Whitcomb switch engine. Museum is open Mon thru Wed from 12:00 to 4:00 and Thurs thru Sat from 10:00 to 4:00. Platform is open 24 hours a day, every day for great train viewing.

CSX freight, Tropicana Juice Train, Ethanol, TECO Coal, Amtrak are daily arrivals

www.willafordrailroadmuseum.com 813-719-6989

102 North Palmer Street, Plant City, Florida 33563
(813) 719-6989
email- info.RailroadMuseum@gmail.com



Robert W. Willaford Railroad Museum Society, Inc.

Comments

These comments are from "Trip Advisor" posts of people visiting
Museum and Platform

Detailed link to comments,

http://www.tripadvisor.com/Attraction_Review-g34564-d7341696-Reviews-Robert_W_Willaford_Railroad_Museum-Plant_City_Florida.html

"Plant City FL Railfan visit"

4 of 5 stars

Reviewed August 12, 2015

Small but very nice museum and train watching platform. Museum lobby (open 12-4 T-W and 10-4 TH-SAT) has a monitor showing train movements in the area.

"Live History"

5 of 5 stars

Reviewed July 9, 2015

Did not allow enough time for a full visit here but this is a real amazing find.

Wonderful staff all so helpful and real interesting railroad items. Some great photo locations can see this growing in the coming years. Thanks to all.

"My son's 1st bday pics"

5 of 5 stars

Reviewed July 1, 2015

Very cute idea.

Everyone was very friendly and allowed us to take pictures. Dealing with people from plant city is always a pleasure

"Chugga Choo Choo"

5 of 5 stars

Reviewed June 12, 2015

We have been to the museum before without tiny tots taking the time to read the information for each exhibit. This time we took the grandies and it was another perfect trip. This museum is just right and has something for all ages. It is free, but does give one the opportunity to donate. There is a small gift shop and the station master answered our many questions. Each of our grandchildren received a bag of goodies, which delighted them.

The caboose was spectacular and offered a chance for the kids to inspect and experience. The new tower was a safe place to view the very long train which whizzed through. The restrooms and the entire place is very clean.

We highly recommend the Robert W. Willaford Railroad Museum for young and old alike

102 North Palmer Street, Plant City, Florida 33563
(813) 719-6989
email- info.RailroadMuseum@gmail.com

“All Aboard!”
5 of 5 stars
Reviewed May 24, 2015
History Train Buff Alert!

We were planning a "day trip" of what was close to us as well as of interest and we have an interest in nearly all things train related! So we were off exploring.

Easy access to the museum and its right down town surrounded by shoppes and eateries - free parking and walking distance.

We happened upon one of the museum staff who was amazing! He took time to "talk train" with us and share a lot of the local history including history of some of the pieces housed there.

They haven't been open very long and I expect the display and information available to only get better.

THE DOWNSIDE:

* is that it is small

THE UPSIDE:

* it is railroad history

* it is town history

* it is Florida & more history

* it is small enough to spend a small amount of time and still feel like you've learned something

* It is FREE!

* It's a non-profit (yes, it accepts donations \$\$\$ and memorabilia)

“You are cleared frn TS your home to RWM siding”

4 of 5 stars
Reviewed May 3, 2015

This is a small museum, but it is very well done. Unless you have been to the Willaford Museum, you are going to be surprised at Plant City's history in Florida railroading. If you are a photographer, you are in for a wonderful bonus. There is a 2 1/2 story tower located at the intersection of a north/south and an east/west line. Go inside the museum and listen to the dispatcher so can be in position for a freight consist or a modern passenger train. If you are lucky, you may get a picture of FECRR new GE C series locomotive. Not as much personality as a steam engine, but quite attractive for a workhorse. If you look around, you will find you that you are within 300 feet of the best candy store you are likely to find anywhere. Enjoy both.

“Very informative and nicely arranged.”

4 of 5 stars
Reviewed April 11, 2015

A lot of history

but also a lot of reading with small print. If one had time to read all the information it was informative but people with poor eyesight had a problem It would have bee nice to press a button and listen because the information was interesting.

“Well Kept Museum”

4 of 5 stars
Reviewed March 13, 2015

It's an interesting museum that's free to look around. Displays to see and a model train set that's cool to watch. In a nice old train depot in downtown Plant City, Fl.

“Train History Buffs Will Enjoy”

3 of 5 stars

Reviewed March 10, 2015

Walked through the museum on our day trip to Plant City. Enjoyable afternoon. Be sure to walk through the open park area and watch a train from the nearby train platform.

“Great piece of history”

4 of 5 stars

Reviewed February 13, 2015

This is a very small museum located in the old depot. They have an old caboose outside you can walk through. Very cool. The folks working there are very accommodating to answer any questions you have.

They also aren't pushy. So you get out of it what you put into it.

It's just a neat little place to hang out. Learn something you might not have known about railways and trains

“Great look at the area history”

5 of 5 stars

Reviewed December 31, 2014

While small, the converted station houses quite a bit of local history regarding it's growth around the railroad. A small layout, pictures, and items used on the railroad bring history to life. The main attractions, though, are the engine and caboose recently donated by the person the museum is named for

“Small, but nice, free museum!”

4 of 5 stars

Reviewed December 19, 2014

My family and I were next door at the Train Viewing Platform (be sure to see my review there) and noticed on the other side of the tracks there was a railroad museum. After spending some time at the viewing platform we headed over there.

Though the museum is small, it has a great collection of railroad artifacts. Some of the smaller, more delicate items are behind display cases. Other, large items are on display where you can actually touch or even sit in. The museum is actually comprised of a few small rooms, so make sure you visit all of them. Outside it has a caboose and switching locomotive.

As neat as I think railroads are, I'm not exactly an expert and couldn't tell you the names of the items and equipment that this museum has, though I know its the real deal. The museum is free and you might even find a local hanging out you can talk to and ask questions. If you're in the area be sure to drop by.

I've included several pictures from our visit. Be sure to see the picture of the sign outside the restrooms!

If you found this review helpful, please let me know by clicking the button below! I would greatly appreciate it! Thank you!



Robert W. Willaford Railroad Museum Society, Inc.

Listing of cities from our visitor's 2014 to October, 2015

Florida Cities

Lakeland
Miami
Avon Park
Bradenton
Valrico
Plant City
St. Petersburg
Brandon
Dade City
Zephyrhills
Lithia
Dover
Haines city
Tarpon Springs
Webster
The Villages
Naples
Ft. Myers
Ocala
Clermont
Arcadia
Safety Harbor
Punta Gorda
Mulberry
Riverview
West Palm Beach
Winter Park
Winter Garden
Spring Hill
Dunedin
Lake Placid
Auburndale
Apollo Beach

U.S. Cities

Las Vegas, NV
Independence, MO
Friendsville, MD
Clay, NC
Elyria, OH
Greensboro, NC
Ainsworth, Iowa
Jacksonville, NC
Washington, OH
Glenwood, IL
Rochester, MN
Mayfield Heights, OH
Freehold, NJ
Frankfort, KY
Spruce Pine, NC
Medway, MA
Macon, GA
Oklahoma, OK
Yorktown, VA
Bucyrus, OH
Marietta, GA
Boston, MA
Salem, VA
Battle Creek, MI
Livonia, MI
Fulton, NY
Akron, OH
Knoxville, TN
Clinton, PA
Toledo, OH
Three Rivers, MI
Toms River, NJ
Indianapolis, IN
Heresy, PA
Cincinnati, OH
Hillsborough, NC
Spartanburg, SC

U.S. Cities

Franklin, NC
Pittsburg, PA
Princeton, WV
Escanaba, MI
Edinburg, TX
Fairport, NY
East Liverpool, OH
Waner Robbins, GA
Springlake, NJ
Hastings, MN
Port Heron, MI
Henderson, NC
Fair Oaks, CA
Blue Ridge, GA
Dallas, TX
Sanger, TX
Winston Salem, NC
Lynchburg, TN
Plainview, NY
Ocean Springs, MS
Fairhope, AL
Milan, MI

European Cities

Shedd Oxford, UK
Yorkshire, UK
Brecon Wales, UK

Tellico Village
London, England

West Sussex, UK
Derby, UK
Stroud, UK

Berlin, Germany

Dublin, Ireland

France

Other Countries

Vega Baja, Puerto Rico
Caguas, Puerto Rico

Halifax, Nova Scotia

Moncton, New Brunswick, Canada

Ottawa, Canada
Calgary, Canada

Ecuador, S.A.

Masterton,
New Zealand

102 North Palmer Street, Plant City, Florida 33563

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July,2015

Special Times

| | | |
|-------------------------|----|---------------------------------------|
| 7/1 Wednesday | 2 | |
| 7/2 Thursday | 7 | 45 tour, Sarasota |
| 7/3 Friday | 0 | CLOSED |
| 7/4 Saturday | 0 | CLOSED |
| 54 Weekly Total | | |
| 7/6 Monday | 7 | |
| 7/7 Tuesday | 12 | |
| 7/8 Wednesday | 14 | |
| 7/9 Thursday | 19 | 18 Boys and Girls Club Tour, 16k, 2 A |
| 7/10 Friday | 8 | |
| 7/11 Saturday | 18 | 20 Birthday Party, 9k, 11A |
| 116 Weekly Total | | |
| 7/13 Monday | 0 | CLOSED |
| 7/14 Tuesday | 8 | |
| 7/15 Wednesday | 11 | |
| 7/16 Thursday | 10 | |
| 7/17 Friday | 18 | |
| 7/18 Saturday | 57 | Car Show-Rain Out |
| 104 Weekly Total | | |
| 7/20 Monday | 0 | CLOSED |
| 7/21 Tuesday | 5 | |
| 7/22 Wednesday | 2 | rain all day |
| 7/23 Thursday | 18 | |
| 7/24 Friday | 6 | rain all day |
| 7/25 Saturday | 18 | rain morning |
| 49 Weekly Total | | |
| 7/27 Monday | 0 | CLOSED |
| 7/28 Tuesday | 19 | |
| 7/29 Wednesday | 21 | |
| 7/30 Thursday | 2 | rain all day |
| 7/31 Friday | 13 | |

55 Weekly Total

83

378 Monthly Total

M-W 12:00-4:00

Thrus-Sat 10:00-4:00

July, 2015

8/22 Saturday 8

Special Times

rain morning

8 Weekly Total

8/3 Monday 0

8/4 Tuesday 10

8/5 Wednesday 12

8/6 Thursday 12

8/7 Friday 22

8/8 Saturday 25

raining

81 Weekly Total

8/10 Monday 0

CLOSED

8/11 Tuesday 9

raining

8/12 Wednesday 14

9 tour group

8/13 Thursday 4

raining

8/14 Friday 5

8/15 Saturday 45

Car Show-Rain Out

86 Weekly Total

8/17 Monday 0

CLOSED

8/18 Tuesday 18

8/19 Wednesday 20

rain all day

8/20 Thursday 11

32 tour group

8/21 Friday 12

raining

8/22 Saturday 22

rain morning

115 Weekly Total

8/24 Monday 0

CLOSED

8/25 Tuesday 4

raining

8/26 Wednesday 7

8/27 Thursday 4

raining

8/28 Friday 6

raining

8/29 Saturday 18

39 Weekly Total

8/24 Monday 0

CLOSED

41

tour

370 Monthly Total

M-W 12:00-4:00

Thrus-Sat 10:00-4:00

September**Special Times**

Friday 0
 Saturday 0

0

0 Weekly Total

9/1 Tuesday 4
 9/2 Wednesday 5
 9/3 Thursday 8
 9/4 Friday 18
 9/5 Saturday 18

53 Weekly Total

9/7 Monday 0
 9/8 Tuesday 3
 9/9 Wednesday 4
 9/10 Thursday 5
 9/11 Friday 4
 9/12 Saturday 9

Labor Day- Closed

11 tour- Adults-kids

36 Weekly Total

9/14 Monday 4
 9/15 Tuesday 4
 9/16 Wednesday 4
 9/17 Thursday 7
 9/18 Friday 7
 9/19 Saturday 23

rain

20 tour group

car show 4-8:00

159 Weekly Total

9/21 Monday 4
 9/22 Tuesday 6
 9/23 Wednesday 4
 9/24 Thursday 9
 9/25 Friday 5
 9/26 Saturday 41

40

garden fest 9-3:00

109 Weekly Total

9/28 Monday 2
 9/29 Tuesday 4
 9/30 Wednesday 11

196

161

357 monthly total

M-W 12:00-4:00

Thrus-Sat 10:00-4:00

| 2014 | Regular Hours | Bike-Car Show | Monthly | Tours |
|-----------|---------------|---------------|---------|-------|
| May | 385 | 49 | 434 | 177 |
| June | 477 | 197 | 674 | 12 |
| July | 478 | 152 | 630 | 87 |
| August | 370 | 108 | 478 | 48 |
| September | 316 | 139 | 455 | 79 |
| October | 327 | 165 | 492 | 0 |
| November | 648 | 122 | 770 | 18 |
| December | 421 | 93 | 547 | 40 |
| | | | 4480 | 461 |

| | |
|------|-------|
| 4941 | total |
|------|-------|

| 2015 | Regular Hours | Bike-Car Show | Monthly | Tours |
|-----------|---------------|---------------|---------|----------------------|
| January | 508 | 156 | 664 | 26 |
| February | 600 | 150 | 750 | 21 |
| March | 658 | 70 | 728 | 0 No Bike Show |
| April | 445 | 70 | 515 | 16 No Bike Show |
| May | 366 | 37 | 403 | 37 Car Show |
| June | 366 | 15 | 381 | 184 No Car Show-Rain |
| July | 295 | 0 | 295 | 83 No Car Show-Rain |
| August | 370 | 0 | 370 | 41 No Car Show-Rain |
| September | 196 | 130 | 326 | 31 car show |
| October | 0 | 0 | 0 | car-bike |
| November | 0 | 0 | 0 | car show |
| December | 0 | 0 | 0 | car-bike |

| | | | | |
|------|-----|------|-----|-------------------|
| 3804 | 628 | 4432 | 439 | 4432 total |
|------|-----|------|-----|-------------------|

9373 TOTAL

Yearly total from May 1, 2014 thru May 31, 2015 **8,001**

Bike Show events are to be held February, May, October and December

**Robert W. Willaford
Railroad Museum Society, Inc.
Financial Report
as of July 31, 2015**

| | | Revenues | Month to Date | Year to Date | |
|-----------------------|----------------|-----------------|--------------------|---------------------|---------------------------|
| Other Income | | | \$ - | \$ - | |
| City Donation | | | \$ - | \$ 25,000.00 | |
| Event Income | | | | | |
| | Food Trucks | | \$ - | \$ - | |
| | RailFest | | \$ - | \$ 1,359.00 | |
| | RailFest Sales | | \$ - | \$ 386.00 | |
| Donation Income | | | | | |
| | Donations | | \$ 119.00 | \$ 3,982.00 | |
| | Tour Donation | | \$ 50.00 | \$ 98.00 | |
| Retail Sales Inc. | | | \$ 258.20 | \$ 881.19 | |
| Total Revenues | | | \$ 427.20 | \$ 31,706.19 | |
| | | | | | |
| | | Expenses | Month to Date | Year to Date | |
| Events | | | | | |
| | Parade | | \$ - | \$ 310.00 | |
| | RailFest | | \$ - | \$ 705.34 | |
| Insurance | | | \$ - | \$ - | |
| Legal/Corp Exp | | | \$ - | \$ 220.00 | |
| Contract Labor | | | \$ 2,000.00 | \$ 22,000.00 | Lubrano Designs/June 2015 |
| Misc Expenses | | | \$ - | \$ 597.16 | |
| Retail Items | | | \$ - | \$ 3,082.96 | |
| Total Expenses | | | \$ 2,000.00 | \$ 26,915.46 | |

ROBERT W. WILLAFORD RAILROAD MUSEUM SOCIETY, INC.

MINUTES

July 9, 2015

5:21PM

Train Depot

- Call to Order by President Eric Barber
- Roll Call: Pat Pouge, Jim Scott, Susan Gales, Eric Barber, Gail Lyons, Bernie Labrano, Robert Woods, Marsha Passmore, Mr. and Mr. Willaford, Punk Watson
- Approval of Previous Meeting Minutes Pat Motioned Punk 2nd , all approved
- Chairperson's Report
 - Eric: Hurry up and wait with the city for Tower improvements.
 - Susan: Financials \$2780.38 Income \$50 in donations and \$69.56 in Retail sales. Susan stated that the pink engineer hats are selling well!!! Jim Scott motioned and Marsha 2nd all accepted.
 - Benny: Attendance June 2015 was 507, June 2014 was 477 held tours with 170 in attendance in June. Crayons need to be ordered we are running short, book markers and pencils, whistles, coloring books and bags are moving. Merchandise needs to be revisited because we need more shirts, hats, the locomotives he buys 1, sells 1 replaces it. Attractive more inquires for Birthday Parties, weddings and etc. currently only asking for donations for use of facility. Have a 2yr olds Birthday party for this Saturday and a wedding on the 9th already scheduled.

ROBERT W. WILLAFORD RAILROAD MUSEUM SOCIETY, INC.

MINUTES

July 9, 2015

5:21PM

Train Depot

- Old Business
- Eric wants to move forward on the backroom upgrades with new cabinets and layout to make for a better flow.
- Robert: Robert offered to build a float for parades to be a total of 32 ft. in length and have a train horn, smoker, cars to allow for transporting kids and etc. Powered by lawn mower, Robert will donate time, labor, material and the powertrain unit. Eric will handle the graphics and logo, lights and generator. Train will be stored in general services once the units are detached for more efficient storage. The # is the last number of Mr. Willaford , Eric has a bell, Mr. Willaford has a headlight, value of donation is \$5 to \$6 K
- Benny: Playground plan was presented to group, in early stages but is moving forward. Current plan is the eastern side of parking lot will lose parking spaces but once Palmer is restriped will regain the majority of the lose except for 10 to 12 spaces. Need to start preparing for a fundraiser and would require that RWRM would be open 7 days a week. RWRM would not be responsible for fundraiser but the funds would need to go through the RWRM.
- Benny: Change in analog monitor, hear and see trains on box, the state has put in satellite which blocks us for seeing and cannot access. Needs to ask for access to their current system and may require

ROBERT W. WILLAFORD RAILROAD MUSEUM SOCIETY, INC.

MINUTES

July 9, 2015

5:21PM

Train Depot

- Old Business
- Benny Continued: additional upgraded equipment on our part.
- Mr. Willaford requested that puzzles be sent to everyone that donated to us. He has bought a 1945 motorcar and could trailer it in and out for viewing, Special events and occasions. He will be donating steel plates for 1900's dated, 5 pieces of metal.
- Eric: Work on tower and A/C unit needs to be hired out.
- Marsha to see if we could have space at the Strawberry Festival to promote the RWRM, either the Parade Train or Mr. Willaford's unit. She will check with the Festival.
- ADJOURNED at 6:44PM

ROBERT W. WILLAFORD RAILROAD MUSEUM SOCIETY, INC.

MINUTES

August 6, 2015

5:40PM

Train Depot

- Call to Order by President Eric Barber 5:40PM
- Roll Call: Pat Pougé, Jim Scott, Susan Gales, Eric Barber, Gail Lyons, Bernie Labrano, Marsha Passmore, Mr. and Mr. Willaford,
- Approval of Previous Meeting Minutes Jim Scott Motioned Marsha Passmore , all approved
- Chairperson's Report
 - Eric: Idea Scrabbles....open discussion on ideas for the museum....suggestion made to reach out to Yvonne Fry for ideas to make the museum kid friendly, cabinet makers to provide estimates....Events: Hold an Awareness Evening with Mr. Willaford, Food Truck for refreshments....Hold a Music Night "Bluegrass @ Keith Morrow...host a Food Truck Sunday
 - Magazine Funding...Chamber offered to pay when Benny gets invoice he will submit
 - Susan: Financials Susan stated that the pink engineer hats are selling well!!! Susan to reorder Marsha Passmore motioned and Gail Lyons 2nd all approved.

Benny: Attendance July 2015 was 378 July 2014 was 478
No tours held in July .There was no car show or bike show held in July so our visitors was down. We host visitors from all over the world, France, Germany, England, Ireland, Scotland, California, Georgia, and Michigan. Benny is obtaining email addresses so he can

ROBERT W. WILLAFORD RAILROAD MUSEUM SOCIETY, INC.

MINUTES

August 6, 2015

Page 2

- Benny continued: Since we offer the Credit card Square it is not being used. Pay Pal is available, will provide a printout for treasurer. Webcam to view on line and set up donation to pay for access to view. Benny is looking into the cost and etc. Danny Harmon had someone donate radio- oked and approved-city to set up
- Eric: Railfest, possible dates April 9th maybe to host during Springfest. Have Name the caboose promo applications
- Susan: Christmas parade Dec 4th will participate, Santa have Santa on the 11th meet and greet with Santa, voted no photographer
- Benny: Allen Smith to do video he was out sick but when he is recovering he may be able to do some.
- Marsha: reported that the Festival would review the option that we have a presence at the Festival in 2016 she will let us know where and when after the Festival meets.
- Pat: Requested that back ground checks be run on all volunteers that participate around the museum.
- Meeting adjourned at 6:34 Pat motioned, Gail Second and all approved!

Robert W. Willaford Railroad Museum Society, Inc.

September 3, 2015

Present – Eric Barber, Bennie Lubrano, Jim Scott, Marsha Passmore

Absent – Pat Pogue, Susan Gales, Gail Lyons, Robert Woods, Robert & Felica Willaford, Punk Watson, Jodi Stevens

A quorum was not present, but the following discussion ensued:

Eric has only had contact with one cabinetmaker to date, but he will continue trying to locate others in the business that would be interested in giving an estimate to the museum.

Eric talked briefly about upcoming Railfest scheduled for April 9th, and that we need to get the word out soon to have good attendance.

December 11th, Meet & Greet with Santa!

Bennie reported on day to day at the museum, and that the first Saturday of October (3rd), would be the next Bike Show from 5 until 9 in P.C.

Still need items for goody bag give-a-ways.

Jim feels very strongly that we need additional members to the Board, and he has a couple of people in mind that would be a good Board Member. He will see if there is an interest in serving. More details at next meeting.

Marsha reported that the Strawberry Festival has decided that we can put up signage to direct guests to the Train Museum, however, putting a piece of equipment on the grounds would be problematic and increase the liability. The signage will be approved in the Neighborhood Village area.

Unofficial meeting ended 6:15 p.m.

Respectfully submitted,
Marsha Passmore



Date 08/20/15

Partnership Application

| | | | |
|--|---|---|-------------------------------|
| Company Name The Robert W. Willaford Railroad Museum Society, Inc. | | | |
| Physical Address 102 North Palmer Street | | | |
| City Tampa | State Florida | Zip Code 33563 | |
| Phone 813-719-6989 | Fax | Toll-Free Phone | |
| Billing Address (if different) | | City | State Zip Code |
| Shipping Address (if different) | | City | State Zip Code |
| General Email info.railroadmuseum@gmail.com | | Website | |
| Partnership Category (see categories attached) Play/ Arts and Culture/Museum | | Annual Partnership Investment (\$) | |
| Primary Contact Benito (Bennie) Lubrano, Jr. | Title Executive Director | Phone 813-545-1207 | Email blubranojr@gmail.com |
| Additional Contact T. Eric Barber | Title President | Phone 813-967-3580 | Email teb013@hotmail.com |
| Billing Contact | Title | Phone | Email |
| Social Media Handles Example @VisitTampaBay @RWRRmuseum, www.willafordrailroadmuseum.com, Facebook-The Robert W. Willaford Railroad Museum, Plant City Train Viewing Platform | | | |
| REGION Please check which region your business is located: | | | |
| <input type="checkbox"/> Channel District/Islands | <input type="checkbox"/> North Tampa | <input type="checkbox"/> St. Petersburg/Beaches | |
| <input type="checkbox"/> Clearwater/North Pinellas | <input type="checkbox"/> Regional | <input type="checkbox"/> Westshore/Airport | |
| <input type="checkbox"/> Downtown | <input type="checkbox"/> Seminole Heights | <input type="checkbox"/> Ybor City | |
| <input checked="" type="checkbox"/> East Hillsborough | <input type="checkbox"/> SoHo/Hyde Park | | |
| BUSINESS DESCRIPTION Please attach the following description(s) of your business in 40 words or less . | | | |
| LEISURE TRAVELER AUDIENCE: This description will appear on the Leisure section of our website and should be geared towards <i>visitors</i> . | | | |
| MEETING PLANNER AUDIENCE (optional): You may also submit a description for our Meeting Planner section of the website, which should be geared towards <i>meeting planners</i> . | | | |
| PLEASE NOTE: Our website is powered by YOUR key words. Each word in your business description is a key word on our website. In your business description, use words that are applicable to your business, industry, profession, goals and activities. | | | |



Florida Department of Agriculture and Consumer Services
Division of Consumer Services

**CHARITABLE ORGANIZATIONS / SPONSORS
REGISTRATION APPLICATION**

ADAM H. PUTNAM
COMMISSIONER

Solicitation of Contributions Act
Chapter 496, Florida Statutes
Rule 5J-7.004, Florida Administrative Code

1-800-HELP-FLA (435-7352) • 850-410-3800 *Calling Outside Florida*
www.800helpfla.com • 850-410-3804 *Fax*

Make Check or Money Order
Payable to FDACS and remit
with application to:

FDACS
Solicitation of Contributions
P.O. Box 6700
Tallahassee, FL 32314-6700

All documents and attachments submitted with this application are subject to public review pursuant to Chapter 119, F.S. PLEASE TYPE OR PRINT. Additional pages may be attached if additional space is needed using the same format. Please ensure that all attachments reflect the organization's name or registration number and the number of the corresponding question. All fees are non-refundable.

Business Information

New Application Renewal CH _____ DTN _____
(as listed on the preprinted renewal application)

1. Legal Name of Organization:
Robert W. Willaford Railroad Museum Society, Inc.

*** Fictitious (DBA) Name:**
N/A

**If you are a Florida organization, all fictitious names must be registered with the Florida Department of State, Division of Corporations. If business is a corporation then 'Name' is the legal name of the business as listed with the Division of Corporations.*

Other Names Soliciting As:
N/A

Street Address (include APT or SUITE # in all address lines; addresses must match those filed with the Division of Corporations; do not use a mail drop):
2 N. Palmer St.

City: Plant City **State:** FL **Zip Code:** 33563 -

Mailing Address (if different from above):
same

City: _____ **State:** _____ **Zip Code:** _____ -

3. Telephone Number: (813) 719 - 6989 **Fax Number:** () -

Email Address for Organization: info.railroadmuseum@gmail.com **Website:** www.willafordrailroadmuseum.com

4. Registration Application Type: [ss. 496.404(1), 496.404(18), 496.404(25), F.S.]
 Charitable Charitable/Parent
 Sponsor Sponsor/Parent

5. Form of organization: [ss. 496.405(2) (f), F.S.]
 Corporation LLC Partnership Sole Proprietorship
 Other (please describe): _____

Date incorporated or legally established: 05 / 22 / 2014 **State:** Florida
Month Day Year

6. Federal Employer ID Number [s. 119.092, F.S.]:
47 - 1015227

Org Code: 42 10 06 25 000
EO: A2
Object Code: 001133 \$10.00 - \$400.00

7. List all officers, directors, trustees, and principal salaried executive personnel: Exemptions from public records apply to certain personal information about current or former - law enforcement officers, judges, prosecutors, public defenders, firefighters, code enforcement officers, guardians ad litem and their families. For a complete list of exemptions, see s. 119.071(4), F.S. If you qualify for one of these exemptions, please do not list your residence address and phone number. [s. 496.405(2)(g)2, F.S., s. 496.405(d)(5), (6), F.S.] (attach additional sheets as necessary using the same format)

| | |
|---|---|
| Name: Benito Lubrano, Jr. | Name: Gail Lyons |
| Title: Director | Title: Board Secretary |
| Street Address: 102 N. Palmer St. | Street Address: 102 N. Palmer St. |
| City: Plant City | City: Plant City |
| State: Florida Zip Code: 33563 | State: Florida Zip Code: 33563 |
| Telephone Number: (813) 545 - 1207 | Telephone Number: (813) 967 - 6366 |
| Compensated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Compensated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Criminal History: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Criminal History: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

| | |
|---|---|
| Name: T. Eric Barber | Name: Marsha Passmore |
| Title: Board President | Title: Board Vice President |
| Street Address: 102 N. Palmer St. | Street Address: 102 N. Palmer St. |
| City: Plant City | City: Plant City |
| State: Florida Zip Code: 33563 | State: Florida Zip Code: 33563 |
| Telephone Number: (813) 967 - 3580 | Telephone Number: (813) 245 - 2244 |
| Compensated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Compensated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Criminal History: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Criminal History: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

| | |
|---|---|
| Name: Susan S. Gales | Name: Robert Woods |
| Title: Board Treasurer | Title: Board Member |
| Street Address: 102 N. Palmer St. | Street Address: 102 N. Palmer St. |
| City: Plant City | City: Plant City |
| State: Florida Zip Code: 33563 | State: Florida Zip Code: 33563 |
| Telephone Number: (813) 727 - 2805 | Telephone Number: (813) 731 - 8778 |
| Compensated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Compensated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Criminal History: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Criminal History: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

7. List all officers, directors, trustees, and principal salaried executive personnel: Exemptions from public records apply to certain personal information about current or former - law enforcement officers, judges, prosecutors, public defenders, firefighters, code enforcement officers, guardians ad litem and their families. For a complete list of exemptions, see s. 119.071(4), F.S. If you qualify for one of these exemptions, please do not list your residence address and phone number. [s. 496.405(2)(g)2, F.S., s. 496.405(d)(5), (6), F.S.] (attach additional sheets as necessary using the same format)

| | |
|---|--|
| <p>me: Jim Scott</p> <hr/> <p>Title: Board Member</p> <hr/> <p>Street Address: 102 N. Palmer St.</p> <hr/> <p>City: Plant City</p> <hr/> <p>State: Florida Zip Code: 33563</p> <hr/> <p>Telephone Number: (813) 752 - 4171 Compensated? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <hr/> <p>Criminal History: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> | <p>Name:</p> <hr/> <p>Title:</p> <hr/> <p>Street Address:</p> <hr/> <p>City:</p> <hr/> <p>State: _____ Zip Code: _____</p> <hr/> <p>Telephone Number: (_____) _____ - _____ Compensated? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <hr/> <p>Criminal History: <input type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input type="checkbox"/> No</p> |
|---|--|

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|---|--|
| <p>Name: Pat Pogue</p> <hr/> <p>Title: Board Member</p> <hr/> <p>Street Address: ? N. Palmer St.</p> <hr/> <p>City: Plant City</p> <hr/> <p>State: Florida Zip Code: 33563</p> <hr/> <p>Telephone Number: (813) 754 - 4680 Compensated? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <hr/> <p>Criminal History: <input type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input type="checkbox"/> No</p> | <p>Name:</p> <hr/> <p>Title:</p> <hr/> <p>Street Address:</p> <hr/> <p>City:</p> <hr/> <p>State: _____ Zip Code: _____</p> <hr/> <p>Telephone Number: (_____) _____ - _____ Compensated? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <hr/> <p>Criminal History: <input type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input type="checkbox"/> No</p> |
|---|--|

| | |
|--|--|
| <p>Name: Leo Watson</p> <hr/> <p>Title: Board Member</p> <hr/> <p>Street Address: 102 N. Palmer St.</p> <hr/> <p>City: Plant City</p> <hr/> <p>State: Florida Zip Code: 33563</p> <hr/> <p>Telephone Number: (813) 409 - 4486 Compensated? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <hr/> <p>Criminal History: <input type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input type="checkbox"/> No</p> | <p>Name:</p> <hr/> <p>Title:</p> <hr/> <p>Street Address:</p> <hr/> <p>City:</p> <hr/> <p>State: _____ Zip Code: _____</p> <hr/> <p>Telephone Number: (_____) _____ - _____ Compensated? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <hr/> <p>Criminal History: <input type="checkbox"/> Yes <input type="checkbox"/> No Exempt from public records [s. 119.071(4), F.S.] <input type="checkbox"/> Yes <input type="checkbox"/> No</p> |
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